

Office of the State Treasurer
Request for Public Records

Date _____

Time _____

Requested By:

Name _____ Title _____

Address _____

Telephone _____ Representing: _____
No. _____

Nature of Request: _____

Detailed Description of Document: _____

(Signature of Requester)

____ For Office Use Only ____

(1) Request Granted ☐ Record Withheld ☐ Record Withheld in Part ☐

(2) If withheld, name the exemption contained in section 31, chapter 1, Laws of 1973, which authorizes the withholding of the record or part of the record: Subsection (1)(_____).

(3) If withheld, briefly explain how the exemption applies to the record withheld.

(4) If request granted, time _____ date _____

Reviewed: _____ Public Records Officer
(Initial)

(Initial) Deputy or Assistant State Treasurer